

**ENLISTED VACANCY ANNOUNCEMENT  
FOR ASSIGNMENT AT THE 147th RECONNAISSANCE WING  
TEXAS AIR NATIONAL GUARD**

**POSITION:** 0982387  
MAINTENANCE MANAGEMENT CEM

**ANNOUNCEMENT No:** 147-17-54

**LOCATION:** 147th Reconnaissance Wing  
Ellington Joint Reserve Base  
Houston, Texas 77034

**OPENING DATE:** 28 February 2017

**GRADE:** Immediately Promotable SMSgt/E-8 NTE CMSgt/E-9 **CLOSING DATE:** 15 March 2017

**AREA OF CONSIDERATION:** ON-BOARD TXANG

**AFSC:**2R090,2R071,2R171,2A090,2A390,2A590,2A690,2A691,2A692,2A790

**POSITION SELECTION CONDITIONS:** The authorized grade for this position is CMSgt/E-9. This is a part time/traditional. Trainees accepted with listed AFSC's above, DAFSC 2R000. **SELECTED CANDIDATE MUST BE ABLE TO SECURE AND MAINTAIN A SECRET CLEARANCE.**

**\*\*\* SEE REVERSE FOR SUMMARY OF MINIMUM POSITION \*\*\* QUALIFICATIONS**

**HOW TO APPLY:**

1. Submit the following:
  - a. Completed AF Form 1288, Application for Reserve Assignment
  - b. Military Record of Individual Personnel (RIP) (vMPF is acceptable) no older than 30 days
  - c. Military Biography – Limited to 2 pages (IAW AFH 33-337, The Tongue and Quill p. 259-266)
  - d. Targeted Resume (IAW AFH 33-337, The Tongue and Quill p. 268, 276)
  - e. Personal letter of intent outlining career goals and objectives
  - f. Current Passing Fitness Assessment
  - g. Letters of recommendation may be included

**Moving expenses are not approved for this position**

**PERSONAL INTERVIEWS:** Applicants must be available for an interview, in person preferred. Applications will be reviewed and qualified applicants will be notified to meet the selection board. Applicants will be notified by phone, e-mail or mail of interview time and place. **Payment for travel IS NOT AUTHORIZED**

**POSITION QUALIFICATIONS**

**1. Specialty Summary.** Monitors, collects, assembles, and audits data for reports and briefings. Initiates special studies and investigations, and performs statistical analysis. Informs managers of significant factors affecting the mission. Manages and operates maintenance management information systems (MIS). Plans, schedules and organizes use and maintenance of aircraft, engines, munitions, and associated aerospace ground equipment (AGE). Supervises documentation and maintenance of aircraft, engine, missiles, munitions, and associated AGE records. Maintains generation flow plans for units required meeting emergency war order and wartime taskings. Monitors maintenance scheduling effectiveness. Related DoD Occupational Subgroup: 155800.

**2. Duties and Responsibilities:**

2.1. Performs maintenance management functions. Supervises, directs, and controls collection, auditing, evaluation, and analysis of MIS data to include auditing source data for accuracy, timeliness, and compliance

with directives. Supervises analysis of deficiencies in areas such as equipment performance, materiel consumption, scheduling, management, and resources; their impact on the maintenance mission; and results of corrective actions. Reviews and approves written reports and special studies for presentation to senior leaders. Coordinates with appropriate information management/processing centers to ensure automated systems capability and compatibility with customer requirements are met. Forwards requirements and enhancements to higher headquarters for approval.

2.2. Plans, organizes, directs and controls scheduling of aerospace vehicle maintenance and utilization requirements. Develops plans and establishes production schedules to meet mission requirements. Determines maintenance capabilities to aid in developing operational schedules. Prepares weekly, monthly, and quarterly utilization schedules for known maintenance and operational mission and training requirements. Coordinates with base activities to ensure support is available to meet schedules. Supervises development of generation flow plans for unit emergency war order and wartime taskings within unit Designated Operational Capability (DOC) statement. Supervises review, evaluation, and filing of documented information for planning and scheduling maintenance actions. Manages the aircraft configuration, TCTO, special inspection, and time change program and their related automated subsystems.

2.3. Manages Maintenance Operations Center (MOC). Monitors and coordinates sortie production, maintenance production, and execution of the flying and maintenance schedules. Maintains visibility of fleet health indicators. Establishes priorities for competing, limited maintenance resources, based on daily flying schedule and maintenance priorities. Ensures aircraft status is properly reported and maintained.

2.4. Determines long-range fleet health maintenance priorities. Provides supply liaison and engine management support for flight line and back shop maintenance requirements. Schedules and monitors workload requirements. Resolves problems and interprets technical publications for inspecting, maintaining, and modifying aircraft and support equipment. Ensures unit meets mobility requirements. Ensures the appropriate maintenance and operations commanders are advised of maintenance capabilities, limiting production factors, and adherence to maintenance schedules.

### **3. Specialty Qualifications:**

3.1. Knowledge. Knowledge is mandatory of: maintenance analysis, plans, scheduling, documentation, engine management, supply liaison, and MOC functions; maintenance concepts, directives, and organizational structure; Air Force supply procedures and resource management.

3.2. Education. Not used.

3.3. Training. Not used.

3.4. Experience. For award of AFSC 2R090, qualification in and possession of AFSC 2R071 or 2R171 is mandatory. Also, experience is mandatory managing or directing functions such as maintenance analysis, plans, scheduling, documentation, engine management, supply liaison, or MOC.

3.5. Other. Specialty requires routine access to Secret material or similar environment. For award and retention of AFSC 2R090, completion of a current National Agency Check, Local Agency Checks and Credit (NACLC) according to AFI 31-501, *Personnel Security Program Management*, is mandatory.

3.5.1. Must maintain local network access IAW AFMANs 33-152, *User Responsibilities and Guidance for Information Systems* and 33-282, *Computer Security*.

All questions regarding this announcement should be directed to the 147 MOF at commercial (281) 929-2676 or DSN 454-2676.

**SUBMIT APPLICATIONS TO:** 147 RW/FSMC  
MSgt TaJuana Jefferson  
14657 Sneider Street  
Building 1057, Room 127  
Houston TX, 77034-5886

\*Original applications must be in the HR-Remote office by close of business on date announcement closes.